Place: Virtual meeting, Zoom
Date: Friday, 4 September 2020, 7am Boston / 1pm Berlin / 9pm Melbourne
Connection:
Topic: TS-EAS EAC meeting

Minutes

Quick Updates
Request from Karin: Delete the Meeting IDs and Passwords from the Agendas so they are not publicly available

Meetings have been sent out. Aaron has silently been moved. Welcome to Sara!

1) Issues: These appear to be easy requests that we can discuss and come to a quick resolution on.
- #78 : see Marks comment
    - o Request to rename <eac-cpf> element name to <eac>
    - o Discussion: How distinct should the root element be? Karin asks how we will quickly identify if the file represents an EAC-CPF or EAC-F file, which should be easy to identify. Karin suggests an attribute needs to exist for transformations and interoperability to distinguish between EAC-CPF and EAC-F, so that programmers can identify the document from the root element. Kerstin agrees that this is a good point, but suggests the context should be enough--asks if the <control> element is really that useful for transformation to begin with? Karin argues that the longer Xpath may be prohibitive for users because users need to load the entire tree to get to the second element for context. Problematically, this is dependent on the EAC-F schema coming forward and being named EAC-F over EAF. Karin suggests we not have the same root element for two different things and Ailie agrees that this may cause problems for the tag library.
    - o **Decision**: Agree to changing to <eac>, but with the intent to have distinct root elements for Activities & Functions. Silke will leave a comment to resolve the issue #78.
- ● @instanceURL #130 : see Marks comment
    - o Request to remove @instanceURL in favor of href linking element
    - o Discussion: Karin asks if we know if @instanceURL is persistent for the file. Kerstin argues that this may be a different question. Silke asks if this is introduced in EAD2 or EAD3. Kerstin confirms that it is linked to the EADID and suggests the name is meant to make clear that URL represents the instance itself. Kerstin asks if we should look forward to representation or look towards the language of instantiation in RIC-O. Silke adds that representation is only in EAC for EAD alignment; suggests that using representation is more user-friendly term and that she is favor of using this element. Silke suggests that we might explain this in the documentation/ best practices guidelines. Karin suggests that writing the transformation will be easy.
    - o **Decision**: Agree to remove @instanceURL and not follow EAD; agree to move toward using <representation> with href link.
- ● @audience #119 : see Marks comment
    - o Request to add optional @audience attribute on all elements with values internal and external. Mark's comment asks if this is necessary.
    - o Discussion: Silke asks whether we want to question this attribute if Mark is not here. Kerstin asks if we want to have more discussion about the level of granularity where there is contradictory values lower on a tree. Karin asks about the assumptions where the value is not applied. Kerstin suggests we might assume everything is "external" and limit the value to "internal" to suggest that everything will be public unless noted as internal

for distinct elements. Karin explains that in Sweden that there is no use case. Kerstin adds that it will probably make a difference if you are using an out of box system to manage the files or a personalized database to manage the files. Karin adds we do not have alternate spot for the information if we remove it.

- o Decision: Keep the attribute as is. No need to add additional use cases as all agree it is clear at the moment.
- ● #94 : see Marks comment
  - o Request to add <agentType> element with attribute @value where values can be human, machine, unknown.
  - o Discussion: Ailie agrees with Kerstin's later comment which suggests that this suggestion may complicate where we place the entityType value. Silke suggests we keep <entityType> with value attribute and open <entityType> element for text content. Karin says putting a value list in element can cause problems for the validating tools even if you do encode the values correctly, so it would be easier to put the value list in an attribute. Karin adds that it is clearer for this to be an element rather than attribute, but then entityType and otherEntityType should also be attributes, so we should end up with a combination of the two. Silke adds that otherEntityTypes would be difficult to encode as attribute because it is plural. Silke asks if we should keep the <agentType> @value as a fixed list or open. Kerstin argues for an empty element with a closed value list. Karin argues that value lists should remain in the attributes.
  - o Decision: We will not have control type elements anymore; we will move them to attributes to their parent elements. We will leave <entityType> as an empty element. We have decided to put the elements @maintenanceStatus and @publicationStatus into control following Kerstin's note.

2) xml Namespace ● @xml:lang #151 : see comments
   o Request for Mark to take over this comment in the Schema team. The next Schema team meeting will be September 15th. If anyone has an opinion, they should leave a comment on the GitHub issue for their next meeting and we will let them make the final decision.
       o Note that we agree that the language attribute should be globally applied, but have no final say on the namespace.
       o Karin comments that this somewhat restricts the standards you can use for giving the language and argues that this is a flaw of XML for not providing a value list.
       o Silke adds that there is a possibility to encode language together with the script, and that is the only compelling reason to use @xml:lang.

3) @localtype
   o Agreed in Chicago that @localType should be made available on certain elements in EAD3 and EAC; but we need to decide which elements it will apply to. Silke argues that this is a good candidate for putting to the community. Kerstin asks if we are considering all shared elements or only in the control elements. Silke replies all shared elements. Kerstin says that the remaining question from Chicago is to only review <control>. Silke wants to create a list of shared elements from EAD3 that use @localType to compare with EAC. Kerstin asks if we can just use GitHub to create issues for the shared elements. Silke agrees that we can do it this way. Karin suggests we have a tag/label to make this easier.
   o Decision: Silke will create GitHub issues and we will have a list for control elements where Silke suggests the @localType attribute be added.

4) @target
   o Task for volunteers: We need to identify elements that need a target attribute or reference elements. We want to adapt the EAD3 approach, so to look for where reference would be and then where we would apply target.
   o Caitlin agrees to take this on. Caitlin will look back at Chicago notes to clarify, but essentially the question should be which elements should have the possibility for internal referencing then ref.

5) state of @[...]URI elements in Topic: vocabularySource (Kerstin)
- o Link to Topic Paper:
  https://docs.google.com/document/d/1W_jBpc1sysJ3-usfl3Kl5MpJKP15ruymEMyQbvL_nWA/edit#heading=h.pht1s97vyi33. Link to Initial Summary:
  https://docs.google.com/document/d/17bldFtMPR3sNEtumwuEjLW3IW8xTrthtIPk5Rkg5KE4/edit#.
- o The majority of elements have only received three votes; which is only 1/3 of the team. Kerstin has grouped the elements by which types of elements should have the vocabularySource and which should not. The definitely yes elements were: entity elements and declaration elements. There were also elements that were definite nos: high-level wrapper elements, empty elements, formatting elements, non-descriptive elements, and other (address and citedRange). The problem element may be maintenanceAgency because the sub-elements may require vocabularySource.
- o Kerstin asks if we can go through the ambiguous cases. This include: entity elements (event, function, legalStatus, localDescription, occupation, otherEntityType, placeName, placeRole, relationType, targetEntity, targetRole).
- o Decision: Go back to vote on the initial topic paper (we have until September 25 for comments/votes) and return to this discussion in October.

6) place encoding (Kerstin)
- o Link to topic paper:
  https://docs.google.com/document/d/1uwYQBPKIFHOd3SxoxHtMj8wcXlXXWVxFjhu3Zg7UKDs/edit#heading=h.lwwa3urib5hk
- o Decision: Time is low--we will move to October meeting. Take a closer look at the document for next time!

7) Any other business (all)
- o Silke asks how to handle the upcoming change requests. There are too many to close by the end of the year and she is not sure how to handle it. Karin says since it will only be a draft schema and not everything will be implemented yet, so this is okay. The most important thing is to have the elements described, but if the schema doesn't work it should be as close as possible with the knowledge that somethings will not yet be decided.
- o Discussion: Kerstin asks if this is question about where we should be taking notes (i.e., GitHub issues or somewhere else)? Silke clarifies that this is not a question of where to document, and that she fully understands that this will be a draft. The question is should we discuss every single request, and, if yes, should we postpone the call for comments. Silke adds that it is complicated for her to work with all these extra documents (overview and all the open issues/documents). Karin says she thinks we should discuss Mark, but that we shouldn't postpone but maybe have a point where we freeze additional issues. Kerstin adds that we may be reaching a natural point where new ideas will not come up as frequently.
- o Decision: Let's freeze the ideas coming up right now and then address these during the revision/review period.
- o Kerstin asks if there is any news on the community consultation document. Karin says she doesn't want to talk about it—essentially it's not finished.

8) Next meetings:
- o Friday; 2 October 2020: 7am Boston / 1pm Berlin / 9pm Melbourne
- o Friday; 6 November 2020: 7am Boston / 1pm Berlin / 11pm Melbourne
- o Friday; 4 December 2020: 7am Boston / 1pm Berlin / 11pm Melbourne